

SOLICITATION, OFFER AND AWARD			1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)			RATING C9		PAGE OF PAGES 1 129		
2. CONTRACT NUMBER		3. SOLICITATION NUMBER NNG04064128R		4. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)		5. DATE ISSUED		6. REQUISITION/PURCHASE NO. PR#4200064128-GBK		
7. ISSUED BY NASA Goddard Space Flight Center 210.Y Procurement Branch Greenbelt Road Greenbelt, MD 20771			CODE			8. ADDRESS OFFER TO (If other than Item 7) NASA Goddard Space Flight Center Attn: Patricia Dombrowski, Code 210.6 Building 16W, Room N90E Greenbelt, MD 20771				
NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder"										
<b>SOLICITATION</b>										
9. Sealed offers in <u>original and copies</u> for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in _____ until _____ local time _____.										
CAUTION — LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.										
10. FOR INFORMATION CALL:		A. NAME Patty Dombrowski		B. TELEPHONE (NO COLLECT CALLS) AREA CODE NUMBER EXT. 301 286-0621		C. E-MAIL ADDRESS <a href="mailto:Patricia.M.Dombrowski@nasa.gov">Patricia.M.Dombrowski@nasa.gov</a>				
<b>11. TABLE OF CONTENTS</b>										
(✓)	SEC	DESCRIPTION			PAGE(S)	(✓)	SEC	DESCRIPTION		
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✓	D	PACKAGING AND MARKING			1	PART IV - REPRESENTATIONS AND INSTRUCTIONS				
✓	E	INSPECTION AND ACCEPTANCE			6	✓	K	REPRESENTATIONS, CERTIFICATIONS		
✓	F	DELIVERIES OR PERFORMANCE			3	AND OTHER STATEMENTS OF OFFERORS				
✓	G	CONTRACT ADMINISTRATION DATA			15	✓	L	INSTRS., CONDS., AND NOTICES TO OFFERORS		
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<b>OFFER (Must be fully completed by offeror)</b>										
NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.										
12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.										
16. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)			10 CALENDAR DAYS %		20 CALENDAR DAYS %		30 CALENDAR DAYS %		CALENDAR DAYS %	
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to SOLICITATION for offerors and related documents numbered and dated):			AMENDMENT NO.		DATE		AMENDMENT NO.		DATE	
15A. NAME AND ADDRESS OF OFFEROR			CODE		FACILITY		16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)			
15B. TELEPHONE NUMBER			<input type="checkbox"/> 15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE.		17. SIGNATURE		18. OFFER DATE			
<b>AWARD (To be completed by Government)</b>										
26. ACCEPTED AS TO ITEMS NUMBERED			26. AMOUNT		26. ACCOUNTING AND APPROPRIATION					
26. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c) ( ) <input type="checkbox"/> 41 U.S.C. 253(c) ( )					23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)			ITEM		
24. ADMINISTERED BY (If other than Item 7)			CODE		25. PAYMENT WILL BE MADE BY		CODE		155	
26. NAME OF CONTRACTING OFFICER (Type or print) P. Dombrowski					27. UNITED STATES OF AMERICA (Signature of Contracting Officer)			28. AWARD DATE		
IMPORTANT -- Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.										

**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION  
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- E.6 HIGHER-LEVEL CONTRACT QUALITY REQUIREMENT (52.246-11) (FEB 1999)
- E.7 RESERVED
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- G.3 CONTRACTOR ACQUIRED PROPERTY--NASA CONDITIONS (GSFC 52.245-97) (SEP 1998)
- G.4 AWARD FEE FOR END ITEM CONTRACTS (1852.216-77) (JUNE 2000)
- G.5 SUBMISSION OF VOUCHERS FOR PAYMENT (18-52.216-87)(MAR 1998)

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- I.7 NOTIFICATION OF CHANGES (52.243-7) (APR 1984)
- I.8 SUBCONTRACTS FOR COMMERCIAL ITEMS (52.244-6)(DEC 2004)

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- I.9 CLAUSES INCORPORATED BY REFERENCE (52.252-2) (FEB 1998)
- I.10 AUTHORIZED DEVIATIONS IN CLAUSES (52.252-6) (APR 1984)
- I.11 COMPUTER GENERATED FORMS (52.253-1) (JAN 1991)
- I.12 SMALL BUSINESS SUBCONTRACTING REPORTING (1852.219-75) (MAY 1999)
- I.13 NASA 8 PERCENT GOAL (1852.219-76) (JUL 1997)
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- I.15 CENTER FOR AEROSPACE INFORMATION (1852.235-70) (FEB 2003)
- I.16 ENGINEERING CHANGE PROPOSALS (1852.243-70) (OCT 2001)--ALTERNATE II (SEP 1990)
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**SECTION J--LIST OF ATTACHMENTS**

- J. 1 LIST OF ATTACHMENTS (GSFC 52.211-101) (OCT 1988)

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**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION  
SECTION L REQUEST FOR PROPOSAL (RFP) NNG04064128R  
INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS**

**L.1 SECTION L PROVISIONS INCORPORATED BY REFERENCE**

(52.204-6)	DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER (OCT 2003)
(52.211-14)	NOTICE OF PRIORITY RATING FOR NATIONAL DEFENSE USE (SEP 1990)(DO rated)
(52.215-1)	INSTRUCTIONS TO OFFERORS--COMPETITIVE ACQUISITION (JAN 2004)
(52.215-16)	FACILITIES CAPITAL COST OF MONEY (JUNE 2003)
(52.222-24)	PREAWARD ON-SITE EQUAL OPPORTUNITY COMPLIANCE EVALUATION (FEB 1999)
(1852.227-71)	REQUESTS FOR WAIVER OF RIGHTS TO INVENTIONS (APR 1984)
(1852.233-70)	PROTESTS TO NASA (OCT 2002)

(End of By Reference Section)

**L.2 COMMUNICATIONS REGARDING THIS SOLICITATION (GSFC 52.215-96)  
(AUG 2000)**

Any questions or comments regarding this solicitation shall cite the solicitation number and be directed to the following Government representative:

Name: Patricia Dombrowski  
Phone: 301-286-0621  
(collect calls not accepted)

FAX: 301-286-0383

E-Mail: [Patricia.M.Dombrowski@nasa.gov](mailto:Patricia.M.Dombrowski@nasa.gov)

\*Address: NASA Goddard Space Flight Center  
Building 16W, Room N90E  
Greenbelt, MD 20771  
Attention: Patricia Dombrowski, \*Mail Code 210.6

\*(Note: Must be complete, including Mail Code, on all transmittals.)

The Government will answer relevant and appropriate questions regarding this solicitation. Any offeror questions should be submitted as soon as possible. Questions that the Government may have otherwise answered, may not be answered if submitted too late to permit transmittal to all potential offerors reasonably in advance of the due date.

(End of provision)

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**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION  
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**L.3 AVAILABILITY OF SPECIFICATIONS NOT LISTED IN THE GSA INDEX OF FEDERAL SPECIFICATIONS, STANDARDS AND COMMERCIAL ITEM DESCRIPTIONS (52.211-3) (JUN 1988)**

The specifications cited in this solicitation may be obtained from:

<http://standards.nasa.gov>

Note: The NPOESS General Instrument Interface Document (GIID) and NPOESS System Specification are International Traffic and Arms Regulation (ITAR) – controlled documents and, therefore, only available for view by business entities incorporated to do business in the U.S. Additionally, only a "U.S. person" as defined in 22 CFR 120.15, may view the documents. This definition is generally limited to U.S. citizens and lawful permanent residents. To gain access, please contact Patricia Dombrowski on 301-286-0621. You will be required to confirm, in writing, that you are employed by and represent such an entity, and are a "U.S. person".

The request should identify the solicitation number and the specification requested by date, title, and number, as cited in the solicitation.

(End of provision)

**L.4 TYPE OF CONTRACT (52.216-1) (APR 1984)**

The Government contemplates award of a **cost-plus-award fee (CPAF)** contract resulting from this solicitation.

(End of Provision)

**L.5 SERVICE OF PROTEST (52.233-2) (AUG 1996)**

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgement of receipt from:

Dock Master  
Goddard Space Flight Center  
Greenbelt, MD 20771  
Building 16W—Shipping and Receiving Dock

Prominently mark the envelope or package as follows:

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**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION  
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**Protest: Solicitation Number (enter solicitation number)**

**Attn: Ms. Patricia M. Dombrowski**

**GSFC Mail Code 210.6**

**Contracting Officer Phone No. 301-286-0621**

Note: The Building 16W Shipping and Receiving dock is open from 7:30AM to 3:30PM, Monday through Friday, except Government holidays. Contractor personnel conduct the GSFC receiving function, which includes mailroom operations. Protests will be marked with the date and time of receipt, subjected to security screening, secured, and delivered unopened to the Contracting Officer.

There is public access to the Building 16W Shipping and Receiving Dock. GSFC passes, badges, escorts, etc. are not required for access to the receiving dock.

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

**L.6 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (52.252-1)  
(FEB 1998)**

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

Federal Acquisition Regulation (FAR) provisions:

<http://www.arnet.gov/far/>

NASA FAR Supplement (NFS) provisions:

<http://www.hq.nasa.gov/office/procurement/regs/nfstoc.htm>

(End of provision)

**L.7 RESERVED**

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**NATIONAL AERONAUTICS AND SPACE ADMINISTRATION  
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**L.8 SAFETY AND HEALTH PLAN (1852.223-73) (NOV 2004)**

(a) The offeror shall submit a detailed safety and occupational health plan as part of its proposal (see NPR 8715.3, NASA Safety Manual, Appendices). The plan shall include a detailed discussion of the policies, procedures, and techniques that will be used to ensure the safety and occupational health of Contractor employees and to ensure the safety of all working conditions throughout the performance of the contract.

(b) When applicable, the plan shall address the policies, procedures, and techniques that will be used to ensure the safety and occupational health of the public, astronauts and pilots, the NASA workforce (including Contractor employees working on NASA contracts), and high value equipment and property.

(c) The plan shall similarly address subcontractor employee safety and occupational health for those proposed subcontracts that contain one or more of the following conditions:

(1) The work will be conducted completely or partly on premises owned or controlled by the Government.

(2) The work includes construction, alteration, or repair of facilities in excess of the simplified acquisition threshold.

(3) The work, regardless of place of performance, involves hazards that could endanger the public, astronauts and pilots, the NASA workforce (including Contractor employees working on NASA contracts), or high value equipment or property, and the hazards are not adequately addressed by Occupational Safety and Health Administration (OSHA) or Department of Transportation (DOT) regulations (if applicable).

(4) When the assessed risk and consequences of a failure to properly manage and control the hazard(s) warrants use of the clause.

(d) This plan, as approved by the Contracting Officer, will be included in any resulting contract.

(End of provision)

**L.9 INSURANCE--IMMUNITY FROM TORT LIABILITY (1852.228-80) (SEPT 2000)**

If the offeror is partially or totally immune from tort liability to third persons as a State agency or as a charitable institution, the offeror will include in its offer a representation to that effect. When the successful offeror represented in its offer that it is immune from tort liability, the following clause(s) will be included in the resulting contract:

(a) When the offeror represents that it is partially immune from tort liability to third persons as a State agency or charitable institution, the clause at FAR 52.228-7, Insurance--Liability to Third Persons, and the associated NFS clause 1852.228-81, Insurance--Partial Immunity From Tort Liability, will be included in the contract.

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(b) When the offeror represents that it is totally immune from tort liability to third persons as a State agency or as a charitable institution, the clause at NFS 1852.228-82, Insurance--Total Immunity From Tort Liability, will be included in the contract.

(End of provision)

**L.10 SMALL DISADVANTAGED BUSINESS PARTICIPATION PROGRAM-TARGETS  
(52.219-24) (OCT 2000)**

(a) This solicitation contains a source selection factor or subfactor related to the participation of small disadvantaged business (SDB) concerns in the contract. Credit under that evaluation factor or subfactor is not available to an SDB concern that qualifies for a price evaluation adjustment under the clause at FAR 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns, unless the SDB concern specifically waives the price evaluation adjustment.

(b) In order to receive credit under the source selection factor or subfactor, the offeror must provide, with its offer, targets, expressed as dollars and percentages of total contract value, for SDB participation in any of the North American Industry Classification System (NAICS) Industry Subsectors as determined by the Department of Commerce. The targets may provide for participation by a prime contractor, joint venture partner, teaming arrangement member, or subcontractor; however, the targets for subcontractors must be listed separately.

(End of provision)

**L.11 RESERVED**

**L.12 NOTICE OF EARNED VALUE MANAGEMENT SYSTEM (1852.242-74) (MAR 1999)**

(a) The offeror shall provide documentation that the cognizant Administrative Contracting Officer (ACO) has recognized that:

(1) The proposed earned value management system (EVMS) complies with the EVMS criteria of NASA Policy Directive (NPD) 9501.3, Earned Value Management, or DoD 5000.2-R, Mandatory Procedures for Major Defense Acquisition Programs and Major Automated Information Systems Acquisition Programs; or

(2) The company EVM system conforms with the full intentions of the guidelines presented in ANSI/EIA Standard 748, Industry Guidelines for Earned Value Management Systems.

(b) If the offeror proposes to use a system that does not meet the requirements of paragraph (a) of this provision, the successful offeror shall submit a plan for compliance with the NASA EVM criteria as

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described in NPD 9501.3.

(1) The plan shall --

- (i) Describe the EVMS the offeror intends to use in performance of the contract;
- (ii) Distinguish between the offeror's existing management system and modifications proposed to meet the criteria:
- (iii) Describe the management system and its application in terms of the criteria;
- (iv) Describe the proposed procedure for administration of the criteria as applied to subcontractors; and
- (v) Provide documentation describing the process and results of any third-party or self-evaluation of the system's compliance with EVMS criteria.

(2) The Government will review the offeror's plan for EVMS before contract award. The offeror shall provide information and assistance as required by the Contracting Officer to support review of the plan.

(c) Offerors shall identify in their proposals the major subcontractors, or major subcontracted efforts if major subcontractors have not been selected, planned for application of EVMS. The prime contractor and the Government shall agree to subcontractors selected for application of EVMS.

(End of provision)

**L.13 PROPOSAL PREPARATIONS – GENERAL INSTRUCTIONS**

It is NASA's intent, by providing the instructions set forth below, to solicit information that will demonstrate the offeror's competence to successfully complete the requirements specified in the Statement of Work (SOW), Attachment A. Generally, the proposal should:

- Demonstrate understanding of the overall and specific requirements of the proposed contract.
- Convey the company's capabilities for transforming understanding into accomplishment.
- Present in detail, the plans and methods for so doing.
- Present the costs associated with so doing.

In the event that other organizations are proposed as being involved in conducting this work, their relationships during the effort shall be explained and their proposed contributions shall be identified and integrated into each part of the proposal, as appropriate.

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(a) PROPOSAL FORMAT AND ORGANIZATION

(1) Offerors shall submit proposals in four volumes as specified below:

<b>Volume</b>	<b>Title</b>	<b>Copies</b>
I	Offer Volume	Original plus <b>8</b> Hard Copies and two electronic copies
II	Mission Suitability Volume	Original plus <b>8</b> Hard Copies and two electronic copies
III	Cost Volume	Original plus <b>5</b> Hard Copies, two additional copies to DCAA and two electronic copies
IV	Past Performance Volume	Original plus <b>5</b> Hard Copies and two electronic copies

(2) Offerors shall forward two (2) copies of the Cost Proposal, marked “RFP NNG04064128R/NASA Proposal Evaluation Material”, to their cognizant Defense Contract Auditing Administration (DCAA) office.

(3) All pages of volumes I, II, III, and IV shall be numbered and identified with the offeror’s name, RFP number and date. Subsequent revisions, if requested, shall be similarly identified to show revision number and date. A table of contents shall be provided with figures and tables listed separately.

(4) Two electronic copies of the offeror’s proposal, designating one as “back-up,” shall be submitted (in addition to the hardcopies specified above) in Microsoft Word and Excel (Windows 2000). Cost/price proposal charts shall use Microsoft Excel 2000 for Windows. Electronic files of Volumes I, II, III, and IV should be on virus free CD-ROM (CD-R format) discs with an external label indicating: (1) the name of the offeror, (2) the RFP number, (3) the format and software versions used, (4) a list of the files contained on the disk and (5) date of the information. In the event of any inconsistency between data provided on electronic media and hard copies, the hard copy data will be considered to be correct.

(5) The format for each proposal volume shall parallel, to the greatest extent possible, the format of the evaluation factors and subfactors contained in Section M of this solicitation. The proposal content shall provide a basis for evaluation against the requirements of the solicitation. Each volume of the proposal shall specify the relevant evaluation criteria being addressed, if appropriate. \*\*\*The proposal shall include a matrix showing where in the proposal the technical requirements of the SOW and

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the evaluation criteria of this RFP are satisfied (i.e. SOW element versus offeror's proposal page numbers). It is intended that this be a simple matrix that should in no way inhibit an innovative approach or burden the offeror. This proposal matrix is excluded from the page limitations contained in Para. (b)(1) below\*\*\*.

(6) Information shall be precise, factual, detailed and complete. Offerors shall not assume that the evaluation team is aware of company abilities, capabilities, plans, facilities, organization or any other pertinent fact that is important to accomplishment of the work as specified in the SOW. The evaluation will be based primarily on the information presented in the written proposal. The proposal shall specifically address each listed evaluation factor and subfactor.

**(b) PROPOSAL CONTENT AND PAGE LIMITATIONS**

- (1) The following table contains the page limitations for each portion of the proposal submitted in response to this solicitation. Additional instructions for each component of the proposal are located in the contract provision noted under the RFP heading.  
\*\*\*Lengthy appendices may be provided in separate binders\*\*\*.

<b>Proposal Component</b>	<b>Volume</b>	<b>Reference</b>	<b>Page Limitations</b>
<b>Offer Volume</b>	<b>I</b>	<b>L.7</b>	<b>None</b>
<b>Mission Suitability Volume</b>	<b>II</b>	<b>L.7</b>	<b>115 Pages</b>
Cover Page, Indices, SOW Compliance Matrix, Total Compensation Plan, Quality Control Plan (QCP), Safety and Health Plan, Small Business Subcontracting Plan, Small Disadvantaged Business Participation Program, and Deviations & Exceptions			<b>Excluded</b>
<b>Cost Volume</b>	<b>III</b>	<b>L.7</b>	<b>Mixed</b>
(a) Basis of Estimates			<b>2 Pages*</b>
(b) Deviations/Exceptions			<b>Excluded</b>
<b>Past Performance Volume</b>	<b>IV</b>	<b>L.17</b>	<b>None</b>
Cover Page, Indices, Past Performance Questionnaires, List of Acronyms, and Deviations & Exceptions			<b>Excluded</b>

\*Includes major subcontractors and team members.

- (2) A page is defined as one side of a sheet, 8-1/2" x 11", with at least one inch margins on all sides, using not smaller than 12 point type. Line spacing or the

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amount of vertical space between lines of text shall not be less than single line (Microsoft Word's default line spacing). Character spacing shall be "Normal", not "Expanded" or "Condensed." The margins may contain headers and footers, but shall not contain any proposal content to be evaluated. Foldouts count as an equivalent number of 8-1/2" x 11" pages. The metric standard format most closely approximating the described standard 8-1/2" x 11" size may also be used.

Volumes I, II, III, and IV shall be submitted in separate three-ring binders. Diagrams, charts, tables, artwork, and photographs may be reduced and, if necessary, run landscape or folded to eliminate oversize pages. Text in Diagrams, charts, tables, artwork, and photographs shall be no smaller than 8 point. Diagrams, charts, tables, artwork, and photographs shall not be used to circumvent the text size limitations of the proposal.

(3) Title pages and tables of contents are excluded from the page counts specified in paragraph (1) of this provision (as well as other documents specified in table (b)(1) above). In addition, the Cost volume of your proposal is not page limited \*\*\*except for the 2 page limit for the Basis of Estimate (BOE) elements of cost section\*\*\*. However, this volume is to be strictly limited to cost and price information. Information that can be construed as belonging in one of the other volumes of the proposal will be so construed and counted against that volume's page limitation.

(4) The Government intends to evaluate proposals and award contract(s) without discussions with offerors (except clarifications as described in FAR 15.306(a)). Therefore, the offeror's initial proposal should contain the offeror's best terms from a cost or price and technical standpoint. The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. If discussions are held and final proposal revisions are requested, the Government will specify separate page limitations in its request for that submission.

(5) Pages submitted in excess of the limitations specified in this provision will not be evaluated by the Government and will be returned to the offeror.

(End of provision)

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**L.14 OFFER VOLUME**

This must be a separate volume.

(a) STANDARD FORM (SF) 33, OFFEROR FILL IN'S AND SECTION K

Blocks 12 through 18 of the SF 33 and the indicated Offeror required fill-in's in Sections B-K must be completed. The signed SF33, the pages with the required fill-in's, and all of Section K, Certifications, Representations and Other Statements of Offerors, must be submitted. In accordance with FAR 52.204-8, if the Offeror has completed the Online Representations and Certifications Application (ORCA) electronically, the Offeror may choose to use paragraph (b) of FAR 52.204-8 instead of completing the individual Section K in this solicitation. The balance of the solicitation need not be returned unless the Offeror has made changes to other pages that will constitute part of the contract. Any such changes must be separately identified in the Summary of Exceptions. **All SF 33s require original signatures.**

(1) It is requested that Offerors indicate, in Block 12 of the SF 33, a proposal validity period of **120** days. However, in accordance with paragraph (d) of FAR provision 52.215-1, "Instructions to Offerors--Competitive Acquisitions", a different validity period may be proposed by the Offeror.

(2) Provide the names and phone numbers of persons to be contacted for clarification of questions of a technical nature and business nature. Identify any consultants and/or subcontractors used in writing this proposal (if any) and the extent to which their services will be available in the subsequent performance of this effort.

The contract schedule refers to TBD and TBP. They are defined as follows:

TBD = TO BE DETERMINED BY THE GOVERNMENT

TBP = TO BE PROPOSED BY THE CONTRACTOR

(b) SUMMARY OF EXCEPTIONS

Include a statement of acceptance of the anticipated contract provisions and proposed contract schedule, or list all specific exceptions to the terms, conditions, and requirements of Sections A through J of this solicitation, to the Representations and Certifications (Section K) or to the information requested in Section L. Include the reason for the exception, or refer to where the reason is addressed in the proposal. This list must include all exceptions, both "business" and "technical".

Include any new terms, conditions or clauses proposed by the Offeror which are of benefit to the Government. Discuss the benefit to the Government in Volume I, II, III, or IV as appropriate.

Offerors are cautioned that exceptions or new terms, conditions, or clauses may result in a determination of proposal unacceptability (NFS 1815.305-70), may preclude award to an Offeror if award is made without discussions, or may otherwise affect an Offeror's competitive standing.

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(c) ADDITIONAL INFORMATION TO BE FURNISHED

(1) Business Systems

State whether all business systems, including but not limited to accounting, property control, procurement, estimating, and employee compensation, which require Government approval, are currently approved without condition.

Provide the date of approval for each system and the approving agency. Explain any existing conditional approvals and the compliance status of any systems(s) for which approval is currently withheld.

FAR 16.301-3 requires that a contractor's accounting system be adequate for determining costs applicable to the contract prior to the award of a cost-reimbursement contract. The offeror shall provide evidence of an adequate accounting system as determined by the cognizant Defense Contract Audit Agency (DCAA) for accumulating and reporting incurred costs. An adequate accounting system is not an evaluation criterion. It is a basic contract requirement with a pass/fail determination. A contract may only be awarded to the offeror(s) who are determined to have an adequate accounting system by DCAA.

(2) Contract Administration

Furnish the information listed below:

- a. Cognizant Government audit agency with address, telephone number, and fax number.
- b. Cognizant Government inspection agency with address, telephone number, and fax number.
- c. Cognizant Government Administrative Contracting Officer by name with address, telephone number, and fax number.

(3) Responsibility Information

Provide information addressing all of the elements under FAR 9.104 to demonstrate responsibility (address the elements under this section that are not addressed in another proposal volume).

(4) Government Property

Section K of this solicitation contains NASA FAR Supplement provision 1852.245-79 entitled Use of Government Owned-Property. The provision requires the submittal of certain information if the Offeror intends to use any Government property that may be offered by this solicitation or if the Offeror requests the use of Government property not identified by this solicitation.

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(5) Waiver of Rights to Inventions

This solicitation contains NASA FAR Supplement (NFS) clause 1852.227-70, “New Technology” and NFS provision 1852.227-71, “Request for Waiver to Rights to Inventions”. Any petitions for advance (prior to contract execution) waiver of rights to inventions should be included in this volume.

(6) Other Information to be provided

\*\*\*Provide copy of SBA approved Mentor-Protégé agreement and/or a copy SBA approved joint venture agreement compliant with 13 CFR 124.513.

\*\*\*Provide documentation verifying compliance with DD254.

\*\*\*Provide documentation verifying compliance of the proposed Earned Value Management System (EVMS) with NASA EVM criteria as described in NPD 9501.3.

(End of Provision)

**L.15 MISSION SUITABILITY PROPOSAL INSTRUCTIONS (COMPETITIVE)**

Contents of Mission Suitability Proposal Instructions

1. Mission Suitability Proposal Format
2. Mission Suitability Instructions by Subfactor

The Mission Suitability Proposal must be sufficient as to how you propose to comply with the applicable specifications, including a full explanation of the techniques and procedures you propose to follow. Information previously submitted, if any, will be considered only to the extent it is resubmitted. It should not be incorporated by reference.

**Contractor-Proposed Enhancements**

Proposals will be evaluated against the requirements specified in this solicitation. Although the Government does not encourage/discourage enhancements to the OLI Statement of Work, Specification, Special Test Requirements, and Mission Assurance Requirements in the technical, offerors may choose to propose performance enhancements. In order for the Government to consider a proposed enhancement's value, the offeror must clearly provide for the enhancement in Contract Attachment J, Contractor Proposed Enhancements, and the offeror must describe the benefit of the proposed

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enhancement in the proposal under the applicable Mission Suitability subfactor. The offeror shall include Contract Attachment J as part of the model contract included in the Business Volume of the proposal. The offeror may receive credit for the proposed enhancement only to the extent of its description in Attachment J, as explained in its mission suitability proposal.

**1. Mission Suitability Proposal Structure/Format**

Offerors shall include a matrix detailing where in your proposal all information specified in **L.13** are contained. This matrix will be used by the evaluators to better understand the specific structure of your proposal. This matrix will not be counted against the page limit of the Mission Suitability proposal.

The Mission Suitability Proposal must be divided and presented by each Mission Suitability subfactor as follows:

- Subfactor A-- Instrument Design Concept
- Subfactor B-- Instrument Testing and Calibration Planning
- Subfactor C--Management, Systems Engineering, Performance Assurance
- Subfactor D—Safety and Health
- Subfactor E--Small Disadvantaged Business (SDB) Participation Program)

Separately present Offeror Deviations/Exceptions (Mission Suitability Proposal)

**2. Mission Suitability Instructions by Subfactor**

The paragraph numbers and indentations/bullets within the subfactors should not be construed as any indication of priority or as any establishment of elements or criteria. The numbering and indentations/bullets are provided only for clarity and ease of reading.

***SUBFACTOR A –INSTRUMENT DESIGN CONCEPT***

1. General Design

1.1 Describe the general instrument design, including instrument block diagram and functionality description to the subsystem level. Include descriptions of focal plane layout, general detector/sensor chip assembly characteristics, optical characteristics, key mechanical design attributes, including mechanisms and deployables, instrument thermal control concepts, instrument data architecture and data flow, and the command, telemetry, and data handling system and interfaces with the spacecraft.

1.2 Provide a top-level summary of design/performance budgets, including estimated mass, power, volume, and data rates with margins/contingency identified separately.

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1.3 Provide a diagram which identifies data flow and data rates. Include data rates off the focal plane and out of the focal plane electronics, into the Data Storage and Playback (DSAP), and out of the Data Storage and Playback (DSAP).

1.4 Discuss the planned use of engineering models, structural/thermal models, and simulators including a description of the capabilities and levels of fidelity of the models and simulators and how the planned use of models and simulators will mitigate risk in the program.

2. Detailed Subsystem/System Design

2.1 Describe in detail design aspects of all OLI subsystems, emphasizing those that the offeror considers to be particularly critical or challenging to meet OLI requirements. Include in this discussion a description of key optical and focal plane design attributes, including how the spectral uniformity of the bands will be maintained across the full field of view, and concepts for control of stray light, crosstalk, and ghosting, and other image artifacts such as striping, banding, gradients, and coherent noise.

2.2 Describe the offeror's approach for meeting solar calibration requirements.

2.3 Describe all key technologies planned for use in the instrument. Include a concise discussion of the technology readiness, availability, and viability to meet instrument requirements, and the benefits expected to be derived from the technologies that justify their use. Discuss the offeror's experience in using the planned technologies in past or current space instruments.

2.4 Provide proposed changes to the IRD that result from unique aspects of the offeror's design required to be delivered in accordance with Section L.13. The proposed changes to the IRD shall be agreed to by the NPOESS program and the offeror as signified by signatures from both parties. Interaction with the NPOESS spacecraft contractor shall be in accordance with the *OLI Proposer-NGST Interactions During the OLI Proposal Development Period* document included as Attachment K of this contract. The spacecraft contractor will act in accordance with the *NGST Information Protection and Mitigation Plan* document.

2.5 Discuss plans and processes to establish and maintain adherence to the spacecraft interfaces.

2.6 Describe the instrument location on the NPOESS spacecraft and orientation and extent of the instrument nadir, solar calibration, and thermal FOV's and the impact on OLI specification compliance of the orientation and extent of the instrument nadir, solar calibration, and thermal FOV's.

2.7 Describe the required OLI to NPOESS accommodation hardware and software, how the OLI will satisfy specified stability and pointing knowledge requirements, and any structural

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dynamics and other analyses performed to substantiate the expected stability and pointing knowledge performance.

2.8 Describe data architecture details, including band sequential organization of data, compression, data file organization, file architecture.

3. System Performance Estimates

3.1 Estimate and discuss radiometric, spectral, geometric, and spatial performance and margins. Provide end-to-end error budgets for band registration, image distortion, and geodetic accuracy.

3.2 To demonstrate requirements compliance, provide an end-to-end system analysis for specified system performance requirements, including, at a minimum: Signal to Noise Ratio (SNR), edge response slope, Ground Sample(ing) Distance (GSD), focal length, F#, and quantization levels. Provide an analysis, which demonstrates Line of Sight (LOS) stability and knowledge. Include assumptions used in analyses, including detector quantum efficiencies, optical transmissions, and detector integration times.

3.3 Provide the proposed design's approach to meeting the OLI reliability requirement

***SUBFACTOR B –INSTRUMENT TESTING AND CALIBRATION  
PLANNING***

1. Functional and Environmental Testing

Discuss the instrument integration and test approach, including, but not limited to, the following:

1.1 Describe subassembly, assembly, and unit level fabrication flow and functional and environmental testing at each assembly level.

1.2 Describe the overall approach to verifying the spatial, spectral, and radiometric performance of the instrument.

1.3 Describe the offeror's plans for validation and verification of Line-of-Sight Stability and Pointing Knowledge requirements provided within OLI Specification paragraph 3.3.

1.4 Discuss how the testing and verification requirements of the Mission Assurance Requirements (MAR) will be met.

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1.5 Describe the proposed approach to characterizing and verifying instrument performance on-orbit.

1.6 Describe the instrument life testing program.

2. Calibration and Characterization

2.1 Discuss the instrument ground calibration methodology and characterization approach and how the requirements of the Special Test Requirements (STR) document will be met.

2.2 Describe how the absolute and relative (detector-to-detector in a band if multiple detectors are used) radiometric calibration and stability will be measured and maintained prior to launch, through launch and on-orbit.

2.2.1 Describe the on-board calibration methodology for all channels including concept of operations, recommended frequency of calibration, and availability of calibration opportunities. Include a description of on-board calibration hardware.

2.2.2 Describe how the dark level(s) of the detector(s) will be controlled and measured on-orbit.

2.3 Describe how the detector lines-of-sight relative to the Reflective Band Sensor (RBS) optical axes will be determined during pre-launch instrument characterization.

2.4 Describe how any accommodation hardware the offeror has chosen to determine the RBS detector lines of sight in inertial space, will be calibrated, both pre-launch and on-orbit, so as to ensure that the band-registration, image distortion, and geodetic accuracy requirements are met during on-orbit operation.

***SUBFACTOR C – MANAGEMENT, SYSTEMS ENGINEERING, PERFORMANCE ASSURANCE***

1. Describe the organization and the management methods that will be used for performance of the contract. The Offeror shall provide an organization chart that identifies where OLI fits within the corporate structure.

a. Describe your proposed management team's experience in implementing and utilizing your company's Earned Value Management System (EVMS) system on specific similar programs. Describe your schedule and preparation procedures for the Initial Baseline Review (IBR).

2. Describe the approach to subcontract management and management of teaming arrangements.

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Describe any methods (e.g., use of contract fees) which program management shall use to motivate positive performance by subcontractors and team members.

3. Describe the offeror's system engineering approach, organization, tools, and standards.
4. Describe the offeror's performance assurance approach, organization, tools, and standards, including plans for adherence to the MAR.
5. Provide a detailed schedule down to one level below sub-system (i.e. focal plane, telescope assembly, etc) level, showing critical path(s), major design reviews, fabrication, assembly test, delivery, planned start and stop dates, and schedule slack and reserve. Include focal plane array/detectors design and development and instrument engineering model development and testing in the schedule. The schedule for delivery of FM-1 shall not exceed 48 months after contract award. The schedule may be included as an attachment to the proposal and will not be included in the page count limitation.
6. Describe plans for any technical or programmatic trade studies and the approach to be taken for each. Identify key decision dates associated with these trades.
7. Provide a description of and schedule for technology development and demonstration/validation plans, including plans for demonstrating that the technologies will meet on-orbit lifetime requirements. Discuss backup plans in the event technologies do not mature as planned.
8. Identify, assess, and discuss all potential or expected technical and programmatic issues and risks. Present appropriate mitigation plans for all identified risks. Programmatic risks include, but are not limited to, risks associated with cost, schedule, partners/subcontracts, communication/coordination, material acquisition, access to resources, facilities, and expertise. Include a description of spares philosophy in the discussion.
9. Describe the approach to post-launch checkout and sustaining engineering for the contract period.
10. Small Business Subcontracting Program (Refer to FAR 19.7)

This applies ONLY to large businesses.

The submitted Small Business Subcontracting Plan and proposed goals will be evaluated within this subfactor as a program management consideration. However, SDB participation (FAR 19.12) will be evaluated separately under the SDB Participation subfactor.

This solicitation contains FAR clause 52.219-9, "Small Business Subcontracting Plan—Alternate II". The Subcontracting Plan described and required by the clause, including the associated subcontracting percentage goals, and subcontracting dollars, and past performance in meeting proposed Small Business Subcontracting Plan goals and SDB targets under previous contracts, must be submitted with your proposal.

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The Government's assessment of appropriate subcontracting goals for this acquisition, EXPRESSED AS A PERCENT OF CONTRACT VALUE, is as follows:

Small Disadvantaged Business Concerns	<b>5.0%</b>
Women Owned Small Business Concerns	<b>2.5%</b>
Historically Black Colleges and Universities	<b>0.5%</b>
HUBZone Small Business Concerns	<b>0.5%</b>
Veteran Owned Small Business Concerns	<b>1.0%</b>
Service-Disabled Veteran-Owned Small Business Concerns	<b>0.5%</b>
*Other Small Business Concerns	<b>0.5%</b>
Total Small Business Subcontracting	<b>10.5%</b>

\*Those Small Business Concerns that are not Small Disadvantaged, Women Owned, Historically Black Colleges and Universities, HUBZone Small Business Concerns, Veteran Owned Small Business Concerns or Service-Disabled Veteran-Owned Small Business Concerns.

Offerors are encouraged to propose goals that are equivalent or greater than those recommended by the Contracting Officer. However, offerors should perform an independent assessment. The goals included in the submitted Subcontracting Plan may be higher, lower, or the same as the recommended goals, depending upon the offeror's independent assessment. Offerors shall discuss the rationale for any goal proposed that is less than the contracting officer's recommended goal in any category. The offeror shall address efforts made to establish a goal for that category and what ongoing efforts, if any the offeror plans during performance to increase participation in that category.

Offerors are advised that a proposal will not be rejected solely because the submitted Plan does not meet the NASA recommended goals that are expressed above in terms of percent of contract value.

The submitted Small Business Subcontracting Plan and proposed goals will be evaluated within the Management, Systems Engineering, Performance Assurance subfactor under the Mission Suitability Factor as discussed in Section M.

(NOTE: FOR PURPOSES OF THE SUBCONTRACTING PLAN, THE PROPOSED GOALS MUST BE STATED AS A **PERCENT OF TOTAL SUBCONTRACTS**, NOT AS A PERCENT OF CONTRACT VALUE).

**Begin example:**

Assume a proposed contact value of \$20M and proposed goals that equate to the following, which are EXPRESSED AS A PERCENT OF CONTRACT VALUE:

Small Disadvantaged Business Concerns	4.5%
Women Owned Small Business Concerns	2.0%

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Historically Black Colleges and Universities	.5%
HUBZone Small Business Concerns	.5%
Veteran Owned Small Business Concerns	1.0%
Service-Disabled Veteran-Owned Small Business Concerns	.5%
Other Small Business Concerns	11.0%
Total Small Business Subcontracting (as percent of contract value)	20.0%

Then, the resulting statement of dollars that the offeror would include in the Subcontracting Plan, as required by paragraph (d)(2) of FAR clause 52.219-9, would be as follows:

Small Disadvantaged Business Concerns	\$900,000
Women-Owned Small Business Concerns	400,000
Historically Black Colleges and Universities	100,000
HUBZone Small Business Concerns	100,000
Veteran-Owned Small Business Concerns	200,000
Service-Disabled Veteran Owned Small Business Concerns	100,000
Other Small Business Concerns	2,200,000
Total Small Business Subcontracting	\$ 4,000,000

HOWEVER, the Subcontracting Plan must express goals as a percent of total planned subcontracts. Assuming total subcontracting of \$10M, the resulting percentage goals, EXPRESSED AS A PERCENT OF TOTAL SUBCONTRACT DOLLARS, and which would be stated in the Subcontracting Plan as required by paragraph (d)(1) FAR clause 52.219-9 would be:

Small Disadvantaged Business Concerns	9%
Women Owned Small Business Concerns	4%
Historically Black Colleges and Universities	1%
HUBZone Small Business Concerns	1%
Veteran Owned Small Business Concerns	2%
Service Disabled Veteran-Owned Small Business Concerns	1%
Other Small Business Concerns	22%

(End of example)

***SUBFACTOR D—SAFETY AND HEALTH***

The offeror shall provide a safety and health plan in accordance with NFS Clause 1852.223-73, entitled "Safety and Health Plan". The offeror shall discuss its approach to compliance with all applicable NASA policies and procedures relative to safety, occupational health, and NASA Procedural Requirements (NPR) 8715.3 "NASA Safety Manual." The plan shall address the offeror's past safety

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record and accident history subcontractor employee safety and occupational health for those proposed subcontracts.

This plan, as approved by the Government, will be included in any resulting contract. Offerors are directed to NPR 8715.3, Appendix H instructions regarding the contents of Safety and Health Plan. NPR 8715.3 can be accessed at the following website:

[http://nodis3.gsfc.nasa.gov/displayDir.cfm?Internal\\_ID=N\\_PR\\_8715\\_0003\\_&page\\_name=main](http://nodis3.gsfc.nasa.gov/displayDir.cfm?Internal_ID=N_PR_8715_0003_&page_name=main)

Describe your approach for handling the hazardous materials identified in Clause 52.223-3, "Hazardous Material Identification and Material Safety Data – Alternate I".

***SUBFACTOR E – SMALL DISADVANTAGED BUSINESS (SDB) PARTICIPATION PROGRAM***

(Notice: These instructions apply to BOTH large and small business offerors except SDB offerors. They apply to SDB offeror(s) ONLY if the SDB offeror has waived the price evaluation adjustment factor by completing paragraph (c.) of FAR clause 52.219-23, "Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns" in Section I of this solicitation. The waiver, if elected, makes the particular SDB offeror INELIGIBLE for the price evaluation factor adjustment but ELIGIBLE for the "evaluation credit" (points) associated with the SDB participation subfactor described in Section M.)

This solicitation is for a requirement within one of the North American Industry Classification System (NAICS) Industries determined by the Department of Commerce in accordance with FAR 19.201(b) and meets the applicability conditions of FAR 19.12, "Small Disadvantaged Business Participation Program."

A separate Mission Suitability subfactor for SDB participation is described in Section M.

Offerors must:

- a. Complete GSFC clause 52.219-91, "Small Disadvantaged Business Participation--Contract Targets," in Section H of this solicitation.
- b. Indicate the total amount of target SDB participation as a percentage of contract value
- c. Briefly describe work that shall be performed by SDB subcontractor(s). Identify any work considered "high technology." If the subcontractor(s) is known, tie the work to the subcontractor identified by the offeror in GSFC clause 52.219-91.
- d. Provide the offeror's record of past participation of SDB concerns in subcontracts and the type of work subcontracted such as production, engineering services, research, development, etc. over the past three full years. Copies of SF 295's can be part of the supporting information submitted.

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e. Identify, by contract number and contracting agency, SDB subcontracting incentives earned under any Government contracts in the last three years. If incentives were available, but not earned, so state.

f. Provide a brief description of the offeror's established or planned procedures and organizational structure for SDB outreach, assistance, counseling, market research and SDB identification, and relevant purchasing procedures. Large businesses may reference applicable portions of the submitted Small Business Subcontracting Plan.

**4. Deviations/Exceptions (Mission Suitability Proposal)**

Identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to these mission suitability proposal instructions or to any of the technical requirements of this solicitation, such as the statement of work and related specifications.

(End of text)

**L.16 COST VOLUME**

The Federal Acquisition Regulation (FAR) requires Contracting Officers to purchase supplies and services from responsible sources at fair and reasonable prices. It is expected that adequate price competition will be obtained under this solicitation so that submission of cost or pricing data is not required pursuant to FAR 52.215-20, Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data--Alternate IV. The term "other than cost or pricing data" is defined at FAR 15.402.

Work Breakdown Structure (WBS): The **supplied Level-2 WBS (Attachment O)** shall be used to structure the exhibits and schedules of the cost proposal volume. Costs shall be **further** developed to the appropriate level with Level 1 being the contract , Level 2 – 1.0, 2.0, 3.0, Level 3 – 1.1, 1.2, 2.2, 3.2, Level 4 – 1.1.1, 1.2.1, 2.2.1, 3.2.1, etc.

Preparation of Proposal Information:

Provide separate cost and fee for each of the following:

- Instrument number 1
- Instrument number 2

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1. Instructions

An important prerequisite for the award of the contract is the prime offeror's must have an accounting system that has been determined adequate by the Defense Contract Audit Agency (DCAA) for accumulating and reporting incurred costs prior to contract award. While these proposals are not required to be cost certified, they are to be in sufficient detail to allow direct and indirect rate verification and audit of selected costs by cognizant Defense Contract Audit Agency offices. The cost proposal should be prepared in a manner consistent with your current accounting system.

The required format for other than cost or pricing data is for evaluation purposes. The cost for any resultant contract will be awarded on the basis of the successful Offeror's normal estimating and/or accounting system or the system set forth in the Cost Accounting Standards Board Disclosure Statement required by Public Law 100-679, if applicable. If the Offeror's estimating and/or accounting practice differs from the required cost proposal format, the costs should be computed in accordance with the Offeror's normal accounting and estimating procedures and provide your rationale for the format adjustments.

Direct labor must be estimated on the basis of productive effort. Productive effort is the estimated number of hours required to perform the work. Vacations, holidays, sick leave, and any other paid absences shall not be cited as direct labor, but shall be separately identified and priced or included in indirect cost.

Final monetary extensions in the cost proposal may be expressed as the closest whole dollar amount, with cents omitted.

Duty charges, if any shall be included in the cost, regardless of whether or not duty free certificates are obtained

A "subcontract" is any contract, purchase order, material order, interorganizational transfer, etc. that is a direct cost to this acquisition. The Offeror shall provide sufficient detail to support and explain all costs proposed. For significant subcontracts expected to exceed 5% of proposed contract value, the proposed subcontractor shall provide the same cost exhibits and supporting information that is requested from the prime Offeror. Prospective subcontractors may submit proprietary cost data, under separate cover, directly to the Government no later than the date and time specified in the instructions for receipt of offers for this RFP.

The Offeror shall submit electronic copies of the cost/price proposal charts contained in the referenced exhibits in Microsoft Excel format on CD-ROMs. Two copies of the CD-ROMs shall be submitted with one copy identified as the backup. This requirement is in addition to the required hard copies. The Offeror shall include all formulas in the cost charts to substantiate the whole dollar amount proposed. The Offeror shall certify that all disks are virus-free. In the event of any inconsistency between data provided on electronic media and hard copies, the hard copy data will be considered to be correct.

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Offerors, including proposed significant subcontractors and/or teaming partners, shall submit one separately packaged copy of their cost proposal marked for their cognizant DCAA auditing office by the due date specified on the solicitation face page, Standard Form 33, Block. The name, address, and phone number of the cognizant DCAA office are to be included in the written narrative of the offer proposal. Please ensure that all contact information provided is current and correct.

All pricing and estimating techniques shall be clearly explained in detail (projections, rates, ratios, percentages, factors, etc.) and shall support the proposed costs in such a manner that audit, computation, and verification can be accomplished. Also, any experience factors (unit prices, hours, quantities, etc.) and judgmental projections shall be explained. All past actuals shall show the periods of time and costs in detail when used as a basis for estimating the proposed costs.

The escalation proposed for labor must be stated along with the actual escalation experienced in the last three years. Provide a statement of rationale, including the derivation, for the proposed escalation rates. If escalation is not proposed, explain why. The offeror shall also discuss the rationale for any escalation proposed for the other cost elements. The offeror shall also include the company's escalation history for each other cost element experienced in the past three years.

The Offeror shall clearly identify and list any cost items that will be routinely direct charged as an Other Direct Cost under this contract. The supporting rationale associated with these proposed ODC expenses shall also be submitted.

In order to establish the reasonableness and realism of the proposed costs, and the extent to which costs reflect performance addressed in the Mission Suitability Proposal, each Offeror, including proposed significant subcontractors and teaming partners, shall submit the other than cost or pricing data described in Section 2 below.

**Please note the following exhibits and schedules are samples of the Government's preferred formats, however the Offeror should include all cost elements intended to be proposed.**

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2. Cost Proposal Format

**SUMMARY OF ESTIMATED COST AND MAXIMUM AVAILABLE AWARD FEE**

**Exhibit A** summarizes the elements of cost and maximum available award fee, by year, for the entire period of performance based on bid labor and bid indirect burden rates.

<b>WBS XXX Exhibit A - Cost Summary By WBS Element</b>				
<b>(Title)</b>				
<b>COST ELEMENT</b>	<b>GFY 2006</b>	<b>GFY 2007</b>	<b>Etc.</b>	<b>TOTAL</b>
Prime Hours				
Inter-divisional Hours				
<b>Total Direct Hours</b>				
Direct Labor				
Overhead				
Material				
Subcontracts				
Interdivisional				
Other Direct Costs				
Subtotal				
G&A				
<b>Estimated Cost</b>				
Facilities Capital Cost of Money (FCCM)				
Award Fee				

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**ELEMENT OF COST BY SOW WORK BREAKDOWN STRUCTURE (WBS) ELEMENT**

**Exhibit B** summarizes the elements of cost by SOW WBS, starting at WBS Level 3 for all WBSs except for WBS 3.0 FM-1, Design and Development where cost should be provided at WBS Level 4, then summarizing for each high level, for each contract year, based on bid labor and bid indirect burden rates. The Offeror must provide by WBS element a listing of each major material item with an extended value exceeding \$50,000 showing nomenclature, part number, quantity required, unit price and extended price. The Offeror must also provide by WBS element a listing of Travel with sufficient detail to support and explain all costs proposed.

<b>WBS XXX Exhibit B - Cost Summary By Government Fiscal Year</b>				
<b>Title</b>				
<b>Government Fiscal Year</b>	<b>GFY 2006</b>	<b>GFY 2007</b>	<b>Etc.</b>	<b>TOTAL</b>
<b>COST ELEMENT</b>				
Hours (by individual labor category)				
Program Manager				
Secretary (etc.)				
Inter-divisional Hours				
<b>Total Direct Hours</b>				
Direct Labor Dollars (by individual labor category)				
Program Manager				
Secretary (etc.)				
Inter-divisional Dollars				
<b>Total Direct Labor Dollars</b>				
Overhead				
Material				
Subcontracts				
Other Direct Costs				
Subtotal				
G&A				
<b>Estimated Cost</b>				
Facilities Capital Cost of Money (FCCM)				
<b>Estimated Total Cost</b>				

**Exhibit C** provides the Funding Summary using the government fiscal year by SOW WBS Level 3 for all WBSs except for WBS 3.0 FM-1, Design and Development where cost should be provided at WBS Level 4, in quarterly format providing cumulative funding requirements, cumulative cost and manpower in Full Time Equivalent (FTE) units, by quarter for the entire period of performance.

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<b>Exhibit C - Funding Summary By Quarter</b>			
<b>Quarter</b>	<b>Cumulative Funding</b>	<b>Cumulative Cost</b>	<b>Manpower (FTE)</b>
1			
2			
3			
etc.			

**Schedules 1 & 2** are sample formats required at the WBS Level 3 element, listing of each major ODC proposed with an extended value exceeding \$50,000 per government fiscal year. Schedule 1 is for Major Materials Items with identified nomenclature, part number, quantity required, unit price and extended price by government fiscal year. Schedule 2 Travel should also provide by WBS element by government fiscal year a listing of Travel with sufficient detail to support and explain all costs proposed.

<b>SCHEDULE 1 - MAJOR MATERIAL ITEMS</b>						
<b>WBS #</b>	<b>GFY</b>	<b>NOMENCLATURE</b>	<b>PART NUMBER</b>	<b>QTY REC'D</b>	<b>UNIT PRICE</b>	<b>TOTAL PRICE</b>

<b>SCHEDULE 2 - TRAVEL</b>									
<b>WBS #</b>	<b>GFY</b>	<b>Origin/ Destination</b>	<b>Purpose</b>	<b>Number of People</b>	<b>Days</b>	<b>Per Diem</b>	<b>Car Rental</b>	<b>Airfare</b>	<b>Total</b>

**INDIRECT AND LABOR RATES**

Your cost proposal must clearly state the rate proposed for each of the Offeror's indirect expense pools that apply to the performance of this effort.

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For all indirect and labor rates factors, Offerors must provide: a narrative that contains a complete explanation of the bases that the rates and factors are being applied to in the cost proposal; cost component data for each indirect rate proposed; and an explanation of the variances between bid and ceiling rate cost components. *Schedule 3 summaries are the Offeror's bid rates for indirect and labor rates as proposed.*

<b>SCHEDULE 3 - INDIRECT AND LABOR RATE SCHEDULE</b>				
RATES	GFY 2006	GFY 2007	Etc.	TOTAL
(all categories of labor such as:)				
Program Manager				
Program Engineer				
(all indirect rates, such as:)				
Overhead				
Fringe Benefit				
Material Overhead				
G&A				
Facilities Capital Cost of Money (FCCM)				
Award Fee				

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**CONTRACTOR FISCAL YEAR TO CONTRACT YEAR RATE CONVERSION EXHIBIT**

**Exhibit D** summaries are the Offeror’s **bid** rates for Overhead, G&A, and any “Other” indirect rate that the Offeror proposes. These rates are to be proposed in accordance with the Contractor’s Fiscal Year and approved accounting system. Please note that the Contract Year Composite rates shall match the rates proposed in Exhibit A – SUMMARY OF ESTIMATED COST AND MAXIMUM AVAILABLE AWARD FEE.

**EXHIBIT D**

Date:					
Proposing Entity:					
	<b>Labor Escalation Rate</b>	<b>Fringe Benefit Rate</b>	<b>Overhead Rate</b>	<b>G&amp;A Expense Rate</b>	<b>Other Rate</b>
Government Fiscal Year 1					
*Portion of Contractor FY From: _____ to _____					
*Portion of Contractor FY From: _____ to _____					
Government Fiscal Year 1 Composite					
Government Fiscal Year 2					
*Portion of Contractor FY From: _____ to _____					
*Portion of Contractor FY From: _____ to _____					
Government Fiscal Year 2 Composite					
Government Fiscal Year 3					
*Portion of Contractor FY From: _____ to _____					
*Portion of Contractor FY From: _____ to _____					
Government Fiscal Year 3 Composite					
Government Fiscal Year 4					
*Portion of Contractor FY From: _____ to _____					
*Portion of Contractor FY From: _____ to _____					
Government Fiscal Year 4 Composite					
Government Fiscal Year 5					
*Portion of Contractor FY From: _____ to _____					
*Portion of Contractor FY From: _____ to _____					
Government Fiscal Year 5 Composite					
BASIS OF APPLICATION RATE					
APPLIED TO:					
*Explain Basis of Allocation of Contractor FY Rates to Obtain Government Fiscal Year Rates					

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**BASIS OF ESTIMATES (BOE)**

The BOEs are for the entire period of performance by SOW WBS Level (Please reference the "Element of Cost by SOW WBS Element" paragraph above. The Offeror shall give the Government insight into the cost estimating thought processes and methodologies used by the Offeror in estimating the quantities of labor hours/costs, other direct costs, etc. required for successful performance of each by SOW WBS. Emphasis should be placed on a description of the cost estimating processes and methodologies themselves, and how these relate to the technical approach described in the proposal. The information provided under this section, along with audit information, will be used to assess the cost realism aspect of Mission Suitability.

As a minimum, include the following information in the BOE in the format that is most convenient, preferably the format which shall be used for the actual contract performance:

- Narrative explaining how you arrived at your estimate of labor hours, including: if your estimate was based on similar program(s), in which case, identify and provide a brief reason why the programs are similar; a standard, in which case, identify the standard and explain if it is from the industry, your company, or a product; or engineering judgment, in which case, explain the philosophies used.
- Complexity factors utilized--all factors must be identified
- Use of any other cost-estimating relationships
- How subcontracts were estimated. Please note if you have experience with the proposed subcontractor(s), if utilized. For any significant subcontract that has a potential estimated value in excess of the threshold stated in section 1 instructions above, BOEs must be provided for that subcontract following the above specified format.
- An explanation of how all materials, computer services, travel, equipment, and other direct costs were estimated.

4. Deviations/Exceptions (Cost Volume)

Explain any deviations, exceptions, or conditional assumptions taken with respect to the cost volume instructions or requirements. Any deviations, exceptions, etc. must be supported by sufficient amplification and justification to permit evaluation.

(End of provision)

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**L.17 PAST PERFORMANCE VOLUME**

An Offeror's past performance record indicates the relevant quantitative and qualitative aspects of performing services or delivering products similar in size, content, and complexity to the requirements of this acquisition. The information requested below is anticipated to be sufficient for purposes of the evaluation of past performance. However, Offerors may submit additional information at their discretion if they consider such information necessary to establish a record of relevant past performance. Refer to FAR 15.305(a)(2)(iii).

The Offeror shall provide, at a minimum, the following information in support of its proposal to facilitate the evaluation of your company experience and past performance as a whole and as related to the requirements of the proposed contract.

(a) INFORMATION FROM THE OFFEROR

Offerors and any proposed significant subcontractor(s) defined as any subcontract that is likely to exceed 20% of the proposed contract value and/or teaming partner(s) shall furnish the information requested below for your most recent contracts (completed and ongoing) for similar efforts over \$25 million in value which your company has had within the last five years. Indicate which contracts are most related (i.e. similar in technical requirements and complexity) and how they are related to the proposed effort, as well as which contracts were performed by the division of your company (if applicable) that will perform the proposed contract/subcontract.

Offerors shall provide information of relevant contracts, listing (a) all instruments for which the Offeror was the prime Contractor that have been delivered in the past five years, and (b) all instruments for which the Offeror is or will be the prime contractor that is currently in the development or implementation phase.

(1) For all instruments for which the Offeror was the prime Contractor that have been delivered in the past five years, the contractor shall provide the following information:

- NAME OF INSTRUMENT, SPACECRAFT FLOWN ON, & LAUNCH DATE
- TYPE OF INSTRUMENT - The basic function of the instrument.
- BUYER - The buyer of the instrument, including name and address.
- CONTRACT NUMBER & TYPE - The contract number under which it was bought, and contract type.
- AWARD DATE & METHOD - The contract award date, and state whether it was competitive or not.

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- **CO & COTR** - The name and current phone number of the Contracting Officer and the Contracting Officer's Technical Representative (or their equivalent for commercial contracts) at the time of the delivery.
- **PERFORMANCE SUCCESS** - The success rate of the instrument in terms of meeting the requirements stated in the contract. This should be stated as a percentage, with an explanation of how you calculated the percentage. Please describe any major technical problems and how they were overcome.
- **APPLICABILITY** - Provide a brief description of how the instrument is comparable to the proposed effort. It is not sufficient to state that it is comparable in magnitude and scope. Rationale must be provided to demonstrate that it is comparable. Provide sufficient detail to demonstrate that such instrument benefits this development effort.
- **SCHEDULE SUCCESS** - The success record in meeting contractual delivery dates, and explanations for any deviations from those dates.
- **ORIGINAL VALUE** - The value of the contract at the time it was awarded (if it started as a letter contract, at the time it was definitized), inclusive of profit/maximum potential fee, and inclusive of fully priced options that were exercised since award.
- **CURRENT/FINAL VALUE** - The current or final contract value, with identification of the total amount of any increases attributed to:
  - changes directed by the buyer
  - cost growth which was your responsibility
  - added scope
  - other causes

If the contract was fixed price, and you suffered a loss under the contract, state the value of the loss, and the reason it occurred.

- **SMALL BUSINESS SUBCONTRACTING HISTORY** - Provide the final SF 294 and 295 reports and supporting rationale.
- **CONTRACT REVISIONS** - If the contract was descoped or partially terminated for any reason, or if the terms and conditions were significantly restructured for any reason, or if there were any major waivers or deviations granted by the buyer, explain why this was done and the impact on the contract.

Notes:

1. List instruments in reverse chronological order, beginning with the most recent.
2. Provide the name, title, and current phone number of the Government or customer personnel that we can contact to verify the accuracy of the information.

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3. If you were not the prime contractor, but you did play a significant role in such instruments, provide the information to the best of your ability, and explain exactly what role you played. The name and current phone number from your customer's cognizant contacts for contract and technical performance is required.

(2) For all instruments for which the Offeror is or will be the prime contractor that is currently in the development or implementation phase, (including all instruments that are anticipated for delivery during the next five years), the contractor shall provide the following information:

- **NAME & EXPECTED LAUNCH DATE** - The name of the instrument, the name of the spacecraft it will be flown on, and the date you expect it will be ready for delivery.
- **TYPE OF INSTRUMENT** - The basic function of the instrument.
- **BUYER** - The buyer of the instrument, including name and address.
- **CONTRACT NUMBER & TYPE** - The contract number under which it is being bought, and contract type
- **AWARD DATE & METHOD** - The contract award date (actual or anticipated), and state whether it was competitive or not.
- **CO & COTR** - The name and current phone number of the Contracting Officer and the Contracting Officer's Technical Representative (or their equivalent for commercial contracts) at the present time.
- **APPLICABILITY** - Provide a brief description of how the instrument is comparable to the proposed effort. It is not sufficient to state that it is comparable in magnitude and scope. Rationale must be provided to demonstrate that it is comparable. Provide sufficient detail to demonstrate that such instrument benefits this development effort
- **ANTICIPATED PERFORMANCE SUCCESS RATE** - The projected success rate in terms of meeting the performance requirements stated in the contract. This should be stated as a percentage, with an explanation of how you calculated the percentage. Please describe any major technical problems and how they are being or were overcome.
- **ANTICIPATED SCHEDULE SUCCESS** - The probability of meeting the contractual dates and explanation for any deviations from those dates.
- **ORIGINAL VALUE** - The value of the contract at the time it was awarded (if it started as a letter contract, at the time it was definitized), inclusive of fully priced options that were exercised since award.

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- **CURRENT/PROJECT VALUE** - The current and projected final contract value, with identification of the present and the final projected total values of the increases attributed to:
  - changes directed by the buyer
  - cost growth which was your responsibility
  - added scope
  - other causes

If the contract is fixed price, and you are suffering a loss or projected loss under the contract, state the value of the loss, and the reason for it.

- **SMALL BUSINESS SUBCONTRACTING HISTORY** - Provide the latest SF 294 and 295 reports and supporting rationale.
- **CONTRACT REVISIONS** - If the contract was descoped or partially terminated for any reason, or if the terms and conditions were significantly restructured for any reason, or if there were any major waivers or deviations granted by the buyer, explain why this was done and the impact on the contract.

Notes:

1. List the instruments in chronological order, beginning with the next one expected for delivery.
2. Provide the name, title, and current phone number of the Government or commercial customer personnel that we can contact to verify the accuracy of the information.
3. If you are not the prime contractor, but you are playing a significant role in such instruments, provide the information to the best of your ability, and explain exactly what role you are playing. The name and current phone number from your customer's cognizant contacts for contract and technical performance is required.

(b) *PRIOR CUSTOMER EVALUATIONS (PAST PERFORMANCE QUESTIONNAIRES)*

The offeror and any proposed significant subcontractor(s) [as defined in paragraph (a) above] and/or teaming partner(s) shall provide the questionnaires provided as **Exhibit 1** to each of the above references to establish a record of past performance. The Offeror shall instruct each of its references to return the questionnaire directly to the Government in a sealed envelope. The questionnaire respondent shall be a representative from the technical customer and/or responsible Contracting Officer with direct knowledge of your firm's performance. If possible, the Offeror and any proposed significant subcontractor(s) and/or teaming partner(s) shall provide questionnaires to customers from NASA contracts, other Government contracts, and commercial contracts. For proposed significant subcontractor(s) and/or teaming partner(s), references shall concern only work performed by the subcontractor's business entity that will perform the work under this contract, if awarded.

The Offeror shall include a list of those to whom the questionnaires were sent, including name of individual, phone number, organization, and contract number. The Offeror is responsible for ensuring that the questionnaire is completed and submitted directly to the NASA Goddard Space Flight Center Contracting Officer no later than the closing date of this solicitation designated in Block 9 of the SF 33:

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NASA Goddard Space Flight Center  
Attn: Patricia Dombrowski, Code 210.6  
Bldg. 16W, Rm. N90E  
Greenbelt, MD 20771  
Telephone: 301-286-0621  
FAX: 301-286-0383

Offerors shall include in their proposal the written consent of their proposed significant subcontractors and/or team members to allow the Government to discuss the significant subcontractors' past performance evaluation with the Offeror.

(c) SUMMARY OF DEVIATIONS/EXCEPTIONS (PAST PERFORMANCE PROPOSAL)

Identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to these Past Performance Proposal instructions.

(End of provision)

**L.18 PROPOSAL MARKING AND DELIVERY**

**1. External Marking of Proposal Package(s)**

All proposal packages must be closed and sealed.

The required mailing address/external marking for proposals is as follows:

"Goddard Space Flight Center  
Greenbelt, MD 20771  
Building 16W—Shipping and Receiving Dock  
RFP Number – NNG04064128R  
Attn: Patricia Dombrowski  
Building 16W, Room N 90E  
PROPOSAL--DELIVER UNOPENED"

Suggested additional marking if the proposal is to be delivered by a commercial delivery service: (Offeror must complete fill-in's appropriately)

"COMMERCIAL DELIVERY PERSONNEL: THIS PROPOSAL MUST BE DELIVERED TO THE DOCK MASTER, BUILDING 16W SHIPPING AND RECEIVING DOCK, NO LATER THAN (OFFEROR—ENTER DATE AND TIME)"

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**2. Designated Receiving Office**

The designated receiving office for proposals is the Shipping and Receiving Dock, building 16W, Goddard Space Flight Center, which must be accessed from Soil Conservation Road, north from Greenbelt Road. Proposals must be received at the designated receiving office **no later than the date and time stated on the solicitation face page.**

The Building 16W Shipping and Receiving dock is open from 7:30AM to 3:30PM, Monday through Friday, except Government holidays. Contractor personnel conduct the GSFC receiving function, which includes mailroom operations. Proposals will be marked with the date and time of receipt, subjected to security screening, secured, and delivered unopened to the Contracting Officer.

There is public access to the Building 16W Shipping and Receiving Dock. GSFC passes, badges, escorts, etc. are not required for access to the receiving dock.

**3. Methods of Proposal Delivery**

There are three suggested methods of delivery to the designated proposal receiving office:

U.S. Postal Service Express Mail

Commercial Delivery Service

Delivery by company employee or other individual agent

Regardless of the delivery method chosen, the offeror is responsible for delivery of the proposal to the designated receiving office no later than the date and time stated on the face page of the solicitation.

(End of Text)

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EVALUATION FACTORS FOR AWARD**

**M.1 RESERVED**

**M.2 RESERVED**

**M.3 SOURCE SELECTION AND EVALUATION FACTORS--GENERAL**

1. Source Selection

This competitive negotiated acquisition shall be conducted in accordance with FAR 15.3, "Source Selection", and NASA FAR Supplement (NFS) 1815.3, same subject. The Source Evaluation Board procedures at NFS 1815.370, "NASA formal source selection" will apply.

The attention of offerors is particularly directed to NFS 1815.305, "Proposal evaluation" and to NFS 1815.305-70, "Identification of unacceptable proposals".

A trade-off process, as described at FAR 15.101-1, will be used in making source selection.

2. Evaluation Factors and Subfactors

The evaluation factors are Mission Suitability, Cost/Price, and Past Performance. These factors, as described at NFS 1815.304-70, will be used to evaluate each proposal. This Section M provides a further description for each evaluation factor, inclusive of subfactors. Only the Mission Suitability factor is numerically scored.

3. Relative Order of Importance of Evaluation Factors

The Cost/Price Factor is significantly less important than the combined importance of the Mission Suitability Factor and the Past Performance Factor. As individual Factors, the Cost/Price Factor is less important than the Mission Suitability Factor but more important than the Past Performance Factor.

(End of Provision)

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**M.4 MISSION SUITABILITY FACTOR**

**1. Mission Suitability Subfactors and Description of Each Subfactor**

***SUBFACTOR A - INSTRUMENT DESIGN CONCEPT***

General Design

- 1.1 The Government will evaluate the scope, soundness, effectiveness, efficiency, technical risk, completeness, and the ability of the proposed total instrument design including focal plane, general detector/sensor chip assembly characteristics, optical characteristics, key mechanical design attributes, mechanisms and deployables, instrument thermal concepts, instrument data architecture and data flow, the command, telemetry, and data handling system and interfaces with the spacecraft to meet the instrument specification.
- 1.2 The Government will evaluate the adequacy and completeness of the proposed design/performance budgets, including estimated mass, power, volume, and data rates and margins/contingency of the above. The Government will evaluate the degree to which the budgets and margins will affect technical risk and spacecraft and launch vehicle options..
- 1.3 The Government will evaluate the proposed image data flow path and data rates, including data rates off the focal plane and out of the focal plane electronics, into the Data Storage and Playback (DSAP), and out of the DSAP, for design reasonableness and adequacy to meet requirements.
- 1.4 The Government will evaluate the proposed use of engineering models, structural/thermal models, and simulators for effectiveness and efficiency in mitigating technical and schedule risk in the program.

2. Detailed Subsystem/System Design

- 2.1 The Government will evaluate the detail design aspects of all OLI subsystems for completeness, effectiveness, technical risk, soundness, and complexity, and the degree to which the offeror demonstrates understanding of the critical and challenging elements of the OLI design. The Government will evaluate the effectiveness, technical risk, and complexity of the proposed approach to meeting OLI requirements, including maintaining spectral uniformity of the bands across the full field of view. The Government will evaluate the suitability of the proposed key optical and focal plane design attributes to meet OLI requirements. The Government will evaluate the feasibility, effectiveness, and technical risk of the approach to controlling stray light, crosstalk, and ghosting and other image artifacts such as striping, banding, and coherent noise.

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2.2 The government will evaluate the feasibility and effectiveness of the offeror's approach for meeting solar calibration requirements.

2.3 The Government will evaluate the technical risk and maturity level of the proposed designs of key instrument subsystems. The Government will evaluate the risk associated with the technologies proposed for use and the offeror's experience with the technologies to be used.

2.4 The Government will evaluate the scope, viability, and effectiveness of the proposed changes to the IRD that result from unique aspects of the offeror's design.

2.5 The Government will evaluate the scope, effectiveness, and approach to establishing and maintaining adherence to the spacecraft interfaces.

2.6 The Government will evaluate the viability of the instrument location on the NPOESS spacecraft and orientation and extent of the instrument nadir, solar calibration, and thermal FOVs and the impact on OLI specification compliance of the orientation and extent of the instrument nadir, solar calibration, and thermal FOV's.

2.7 The Government will evaluate the viability, complexity, and effectiveness of required OLI to NPOESS accommodation hardware and software. The Government will evaluate the viability, complexity, and effectiveness of how the OLI will satisfy specified stability and pointing knowledge requirements. The Government will evaluate the degree to which any structural dynamics and other analyses performed substantiate the expected stability and pointing knowledge performance.

2.8 The Government will evaluate the complexity, technical soundness, effectiveness and efficiency, of the data architecture details, including band sequential organization of data, compression, data file organization, file architecture.

### 3. System Performance Estimates

3.1 The Government will evaluate the radiometric, geometric, spatial and spectral performance estimates against the OLI Specification, and the completeness, reasonability, and feasibility of achieving OLI specification performance of the end-to-end error budgets for band registration, image distortion, and the geodetic accuracy.

3.2 The Government will evaluate the completeness of the end-to-end system performance analysis. The Government will evaluate the accuracy and fidelity of the methods used to derive performance estimates including Signal to Noise Ratio (SNR), edge response slope, Ground Sample(ing) Distance (GSD), focal length, F#, and quantization levels, and Line of Sight (LOS)

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stability and knowledge. The Government will evaluate for reasonability the assumptions used in analyses, including detector quantum efficiencies, optical transmissions, and detector integration times..

- 3.3 The Government will evaluate the scope and reasonability of the OLI system reliability approach.

***SUBFACTOR B –INSTRUMENT TESTING AND CALIBRATION PLANNING***

Functional and Environmental Testing

The Government will evaluate the effectiveness, comprehensiveness, and efficiency of the instrument integration and test approach, including the following:

- 1.1 Subassembly, assembly, and unit level fabrication flow and functional and environmental testing at each assembly level.
- 1.2. The overall approach to characterizing and verifying the spatial, spectral, and radiometric performance of the instrument.
- 1.3 The approach to validation and verification of Line-of-Sight Stability and Pointing Knowledge requirements provided within OLI Specification paragraph 3.3.
- 1.4. The approach to meeting the requirements of the Mission Assurance Requirements (MAR).
- 1.5. The approach to characterizing and verifying instrument performance on-orbit.
- 1.6. The approach to instrument life testing.

Calibration and Characterization

- 2.1. The Government will evaluate the soundness and completeness of the instrument ground calibration methodology and characterization approach and how the requirements of the STR will be met.
- 2.2. The Government will evaluate the soundness of methodology, and completeness of the approach to absolute and relative radiometric calibration, and stability measurement, and their maintenance prior to launch, through launch, and on-orbit, including:
  - 2.2.1. The on-board calibration methodology for all channels including concept of operations, recommended frequency of calibration, and availability of calibration opportunities, and calibration hardware to be used.

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2.2.2. How the dark level(s) of the detector(s) will be controlled and measured on-orbit.

2.3. The Government will evaluate the soundness and completeness of the approach for determining the detector lines-of-sight relative to the Reflective Band Sensor (RBS) optical axes during pre-launch instrument characterization.

2.4. The Government will evaluate the soundness, and completeness of the approach for calibrating the accommodation hardware, proposed to determine the Reflective Band Sensor (RBS) detector lines of sight in inertial space, both pre-launch and on-orbit, so as to ensure that the band-registration, image distortion, and geodetic accuracy requirements are met during on-orbit operation.

***SUBFACTOR C – MANAGEMENT, SYSTEMS ENGINEERING, PERFORMANCE ASSURANCE***

1. The Government will evaluate the effectiveness and efficiency of the organization and the management methods that will be used for performance of the contract, including where in the overall organization this program fits.

a. The Government will evaluate for effectiveness and depth of knowledge the experience your proposed management team has in implementing and utilizing your organization's EVMS on previous similar programs. Also, the Government will evaluate your proposed approach and schedule for the IBR for effectiveness and completeness.

2. The Government will evaluate the effectiveness of the approach to subcontract management and management of teaming arrangements; including methods (e.g., use of contract fees) which program management shall use to motivate positive performance by subcontractors and team members.

3. The Government will evaluate the scope, soundness, effectiveness, and thoroughness of the system engineering approach, organization, tools, and standards.

4. The Government will evaluate the scope, soundness, effectiveness, and thoroughness of the performance assurance approach, organization, tools and standards, including plan for adherence to the MAR.

5. The Government will evaluate the scope, adequacy, efficiency and completeness of the proposed detailed schedule showing critical path(s), major design reviews, fabrication, assembly test, delivery, planned start and stop dates, and schedule slack and reserve, including: focal plane array/detectors design and development and instrument engineering model development and testing in the schedule. The Government will evaluate for viability and adequacy the schedule for delivery of FM-1 against the 48-months-after-contract-award requirement.

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6. The Government will evaluate the approach to technical or programmatic trade studies for effectiveness. The Government will evaluate the adequacy of key decision dates associated with these trades.
7. The Government will evaluate the scope, effectiveness, and risk of the offeror's plans and back-up plans -for technology development and plans for demonstrating that the technologies will meet on-orbit lifetime requirements.
8. The Government will evaluate the scope, effectiveness, and completeness of plans for risk reduction and mitigation including risks associated with cost, schedule, partners/subcontracts, communication/coordination, material acquisition, access to resources, facilities, and expertise. The Government will evaluate the scope, effectiveness, and completeness of the spares philosophy.
9. The Government will evaluate the scope, effectiveness, efficiency and thoroughness of the approach to post-launch checkout and sustaining engineering for the contract period.
10. Small Business Subcontracting Program (Refer to FAR 19.7)

The Small Business Subcontracting Plan will be evaluated in terms of the reasonableness and effectiveness of the offeror's independent assessment to achieve the proposed subcontracting goals. The offeror's Small Business Subcontracting Plan will be evaluated in terms of meeting the requirements of FAR 19.704 Subcontracting Plan Requirements, including the offeror's rationale for not meeting the Contracting Officer's recommended goals, if any.

***SUBFACTOR D - SAFETY AND HEALTH***

The Government will evaluate the Safety and Health Plan for compliance with applicable Federal and State statutory and regulatory requirements, as well as, compliance with NPG 8715.3 and applicable NASA Agency-wide and Installation specific policies and/or procedures.

***SUBFACTOR E – SMALL DISADVANTAGED BUSINESS (SDB) PARTICIPATION PROGRAM***

Offerors should refer to FAR provision 52.219-24, "Small Disadvantaged Business Participation Program--Targets" in section L of this solicitation. This subfactor includes the evaluation of proposed SDB participation along with supporting rationale against total contract value with emphasis on complex or high technology work that will enhance the development of SDBs. Specific identification of SDB contractors and associated work and earning and associated incentives will be evaluated. The offeror's proposed plans, procedures, and organizational structure associated with ensuring attainment of proposed SDB targets will also be evaluated for effectiveness.

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**2. Weights and Scoring**

In accordance with NFS 1815.304-70(b)(1), the Mission Suitability factor will be weighted and scored on a 1000 point scale.

The weights (points) associated with each Mission Suitability subfactor are as follows:

	Points
Subfactor A—OLI Instrument Design Concept	425
Subfactor B—Instrument Testing and Calibration Planning	250
Subfactor C—Management, Systems Engineering, Performance Assurance	225
Subfactor D—Safety and Health	50
Subfactor E---Small Disadvantaged Business Participation (SDB) Program	50
Total	1000

The Mission Suitability subfactors and the total Mission Suitability factor will be evaluated using the adjectival rating, definitions and percentile ranges at NFS 1815.305(a)(3)(A). The maximum points available for each subfactor will be multiplied by the assessed percent for each subfactor to derive the score for the particular subfactor. For example, if a subfactor has possible 200 points and receives a percent rating 80, then the score for that subfactor would be 160 points.

**3. Adjustment for Cost Realism**

The realism of proposed costs may significantly affect the offeror's Mission Suitability Score. A total of up to 150 points may be deducted from the offeror's Mission Suitability score to account for any weaknesses associated with a lack of cost realism present in the offeror's proposal. This adjustment will be made if the proposed costs are unrealistically high or low according to the guidelines below.

The adjustment will be determined for the entire contract. The Government will calculate the point adjustment from the Missions Suitability score based on the percentage difference between the proposed and probable costs as follows:

<b>Difference Between Proposed Cost and Probable Cost (Exclusive of Fee)</b>	<b>Point Adjustment</b>
+/- 0 to 5%	0
+/- >5% to 10%	-25
+/- >10% to 15%	-50
+/- >15% to 20%	-75

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+/- >20% to 25%	-100
+/- >25% to 30%	-125
+/- >30%	-150

This adjustment is in addition to any finding(s) already reflected under Mission Suitability concerning the inadequacy of resources, cost or otherwise, prior to the formula adjustment.

(End of text)

**M.5 COST/PRICE EVALUATION FACTOR**

The proposed cost/price will be assessed to determine reasonableness and cost realism. Offerors should refer to FAR 2.101(b) for a definition of “cost realism” and to FAR 15.404-1(d) for a discussion of "cost realism analysis” and “probable cost”.

The evaluation will be conducted in accordance with FAR 15.305(a)(1) and NFS 1815.305(a)(1)(B) and (C). Upward or downward adjustments may be made to the proposed cost as a result of the assessment of cost realism. This can include adjustment to all proposed direct and indirect cost. For proposed award fees, the fee amount(s) will be included in the probable cost in the amounts proposed.

Probable cost will include the cost of Government resources, such as production and research property, that may be required because of the offeror's proposed approach to accomplishing the work, unless such resources are provided by the terms of this solicitation. For the requested use of Government production and research property, FAR subpart 45.2 will apply.

This is a full and open competition within one of the North American Industry Classification System (NAICS) Industry Subsectors determined by the Department of Commerce for the application of small disadvantaged procurement mechanisms and applicable factors. Refer to FAR 19.201(b), FAR 19.11 and to FAR clause 52.219-23, “Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns.” The adjustment shall be applied to the assessed “probable cost”. The adjustment will not be made if there are no Small Disadvantaged Business (SDB) offeror(s) or if all SDB offerors have waived the price adjustment.

Both the proposed cost and the probable cost will be presented to the Source Selection Authority.

(End of text)

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**M.6 PAST PERFORMANCE EVALUATION FACTOR**

The Past Performance factor will evaluate each offeror's record (including the record of any significant subcontractors and/or teaming partners) of performing services or delivering products that are similar in size, content, and complexity to the requirements of this solicitation. The adjective rating assigned to Past Performance (see below) will reflect consideration of information contained in the oral presentation, written narrative, past performance evaluation input provided through customer questionnaires, and other references, if any, that the Government may contact for additional past performance information. Offerors without a record of relevant past performance, or for whom information on past performance is not available, shall receive a neutral rating in accordance with FAR 15.305(a)(2)(iv).

Past Performance Ratings - The ratings set forth below will be used to evaluate the Past Performance factor for each offeror.

Each of the adjective ratings below has a "performance" component and a "relevance" component. The offeror must meet the requirements of both components to achieve a particular rating. In assessing relevance, the Government will consider the degree of similarity in size, content, and complexity to the requirements in this solicitation, as well as how current is the past performance.

In assessing performance, the Government will make an assessment of the offeror's overall performance record. The Government will evaluate the offeror's past performance record for meeting technical, schedule, cost, management, occupational health, safety, security, mission success, subcontracting goals, and other contract requirements. Isolated or infrequent problems that were not severe or persistent, and for which the offeror took immediate and appropriate corrective action, may not reduce the offeror's rating. On the other hand, ratings will be reduced when problems were within the contractor's control and were significant, persistent, or frequent, or when there is a pattern of problems or a negative trend of performance.

**Excellent** - Of exceptional merit; exemplary performance in a timely, efficient, and economical manner; very minor (if any) problems with no adverse effect on overall performance; and experience that is highly relevant to this procurement. Based on the offeror's performance record, essentially no doubt exists that the offeror will successfully perform the required effort.

**Very Good** - Very effective performance; fully responsive to contract requirements; contract requirements accomplished in a timely, efficient, and economical manner for the most part; only minor problems with little identifiable effect on overall performance; and experience is very relevant to this procurement. Based on the offeror's performance record, little doubt exists that the offeror will successfully perform the required effort.

**Good** - Effective performance; fully responsive to contract requirements; reportable problems, but with little identifiable effect on overall performance; and experience is relevant to this procurement. Based on the offeror's performance record, some doubt exists that the offeror will successfully perform the required effort.

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**Fair** - Meets or slightly exceeds minimum acceptable standards; adequate results; reportable problems with identifiable, but not substantial, effects on overall performance; and experience is at least somewhat relevant to this procurement. Based on the offeror's performance record, substantial doubt exists that the offeror will successfully perform the required effort. Changes to the offeror's existing processes may be necessary in order to achieve contract requirements.

**Poor** - Does not meet minimum acceptable standards in one or more areas; remedial action required in one or more areas; problems in one or more areas which adversely affect overall performance. Based on the offeror's performance record, extreme doubt exists that the offeror will successfully perform the required effort.

**Neutral** - no record of relevant past performance or past performance information is not available.

2. Under the specific areas established for the procurement in accordance with NFS 1815.305(a)(2)(B), add the following language:

Under Technical Performance: Add "This also includes an evaluation of the offeror's safety record."

Under Business Relations: Add "Considers compliance with subcontracting plan goals for small disadvantaged business (SDB) concern (see FAR Part 19.7), monetary targets for SDB participation (see FAR Part 19.1202), and notifications submitted under 19.1202-4(b)."

Past performance will include the following specific areas established for this procurement in accordance with NFS 1815.305(a)(2)(B).

--Technical Performance

This considers offeror's compliance with technical requirements and performance standards for previous and present work. For hardware and hardware systems, this includes compliance with process requirements (such as product assurance) and control systems (such as configuration management) as well as the performance requirements for the delivered hardware or system and also whether design life was achieved. The offeror's performance on interim work and deliverables such system designs, prototype hardware, and technical reports will also be considered as well as the initiative of the offeror in identifying and resolving unforeseen technical problems. *This also considers the offeror's past safety record and accident history in terms of the number of safety violations cited and the number of accidents experienced under previous contracts. This also considers the offeror's initiative and success in addressing and resolving safety violations and preventing future accidents.*

--Schedule Performance

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This considers how well the offeror has met completion dates. This includes any interim deliverables or milestones such as periodic technical and business reports, system designs, prototype hardware, and completion of valid customer direction such as task and "mission" assignments and technical directions.

--Cost Performance

This considers cost increases and cost savings (such as overruns and underruns) experienced on previous and current contracts and subcontracts. Only those increases or savings within the responsibility of the offeror under the terms of the particular contracts or subcontracts are considered. However, customer directed efforts and "de-scopings" to mitigate cost increases will be considered in assessing cost performance.

--Small Business and Small Disadvantaged Business Subcontracting

*This considers the offeror's past performance in meeting proposed Small Business Subcontracting Plan goals and SDB targets under previous contracts.*

Note: Past Performance Questionnaire Instructions are included in "Enclosure 1".

(End of Provision)

**M.7 OFFER/NO OFFER RESPONSE SHEET**

Compliance is requested, but not required.

This page may be used to indicate whether your company intends to submit an offer in response to this solicitation. You may also indicate your intent by E-Mail or FAX. The E-Mail address is [Patricia.M.Dombrowski@nasa.gov](mailto:Patricia.M.Dombrowski@nasa.gov).

. The FAX number is 301-286-0383. If mailed, return the completed page to the individual and address on the face page of this solicitation.

The \_\_\_\_\_ (name of firm)

( / / intends) ( / / does not intend) to submit an offer in response to **RFP NNG04064128R**.

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